



Via Zoom

After the Lecture

Wednesday 9th June 2021

Annual General Meeting

**Agenda
and
associated papers**



THE ARTS SOCIETY NOTTINGHAM
Annual General Meeting: via Zoom
Immediately after the lecture on Wednesday 9 June 2021
AGENDA

1. Chair's welcome & Apologies for absence
2. Minutes of the AGM held on 12 June 2019
3. Matters Arising
4. Chair's Report for 2019/20 and 2020/21 (previously circulated)
5. Treasurer's Report (previously circulated)
6. To receive and approve the Annual Accounts for 2019/20 and 2020/21
7. To appoint an independent financial examiner for the ensuing year
8. To change the constitution of the Society
9. To elect the committee – Monica Booth, Ilanah Dance, Chris Castleden, Chris Elston, Ann Hall, Lynette Harris, Adrian Manhire, Lynne Morgan, Margaret Morris, Rita Wynne and Lynne Woolliscroft are all available for re-election.
10. To elect the officers - Chairman: Ilanah Dance, Vice Chair: Lynette Harris, Treasurer: Steve Dance, Secretary: Margaret Morris
11. Any other business to include a general question session
12. Chair's closing remarks

Nominations for the Committee

I wish to nominate _____ as a member of the Committee

Proposer _____ Seconded _____

Signature of the Nominee _____

Any member thinking of putting him/herself forward is welcome to observe a committee meeting before committing themselves or to contact the Secretary for further information.

Completed nomination forms should be sent to the Secretary by 31 May 2021.

Margaret Morris, 2 Foxes Close, Nottingham NG7 1PG or margaret.morris332@gmail.com



AGM by Zoom

One of the many things that have been lost in the past year is the ability for members to express any concerns to the Committee. This, along with the chance for members to meet each other in person, has been a casualty of the need for the lecture programme to be delivered by Zoom.

The AGM should be an opportunity for members to raise these concerns. The agenda includes a general question session at the end. It would be useful if members could notify the committee in advance, especially if they concern the finances of the society, so that consideration can be given to the response.

This can be done by members sending their questions to the society, by either

- ☐ Replying to this email
- ☐ Or, if email is not possible, by telephoning the Secretary on 0115 9507532

Apologies for absence can be sent in the same way.

Full details of the lecture programme from October 2021 to June 2022 are available on our website, www.theartsociety-nottingham.org.

Both the old and the new constitution can be seen in full on that website in the AGM section. The full financial reports for 2020/2021 can also be seen there.

Minutes of the Annual General Meeting
held on Wednesday 12th June 2019
at the Nottingham Conference Centre (due to refurbishments at Broadway)

Apologies had been received from 35 members. 113 members attended including committee.

Minutes of the last annual meeting held on 13th June 2018 had been previously circulated and were accepted as read, proposed by Eileen Manhire, seconded by Marianne Streets and approved by a show of hands.

Matters arising None

The Chairman's Report

Ann Bittlestone referred to her report which had been circulated to the members in May.

The change to Screen 1 at Broadway had brought about a significant change for the Society. The new arrangements for back to back sessions of the monthly lectures were in place ready for October.

During the year we had tried to improve opportunities for members to socialise over coffee before the meeting and this would continue next season.

In addition to the lectures, the Society had provided many educational and social opportunities for members in the form of outings, courses and study days, all of which have been very well supported.

Electronic payments for some events had been introduced and this would be extended in the coming year.

Ann thanked the committee for their support during her caretaker year and wished the Society the very best for the future.

The Treasurer's Report

Members had received the report prior to the meeting, together with the annual accounts for the year ending March 31st 2019. Adrian reported that it had been a successful year financially. He anticipated increased costs due to two sessions next season and with this in mind, the subscription fee had been increased to £42.

This was his last year and he asked if any one was interested in taking over from him.

Receipt and approval of the Annual Accounts for 2018/19

Proposed by Hilary Olleson and seconded by Steve Dance, the accounts were approved by a show of hands.

Election of independent financial examiner: Proposed by Maggie Panniker and seconded by Donald Rose, by a show of hands, members approved the appointment of Rogers Spencer as independent examiners of the Society's accounts.

Election of Committee

Ann thanked retiring committee members Sue Porter and Marianne Streets for their sterling work and dedication.

The following were elected to the committee by a show of hands: Chris Castleden, Ilanah Dance, Chris Elston, Ann Hall, Lynette Harris, Adrian Manhire, Irene Milburn, Margaret Morris, Rita Wynne, Lynne Woolliscroft, together with two co-opted members, Monica Booth and Lynne Morgan.

Election of officers

The following officers were elected by a show of hands:

Ilanah Dance Chairman; Lynette Harris Vice Chair; Adrian Manhire Honorary Treasurer; and Margaret Morris Honorary Secretary.

Any other business

On behalf of the members, Louise Smith thanked all the committee for their hard work in providing an excellent programme for the past year.

The meeting closed without the usual refreshments because NTU have a no drinking or eating rule in lecture theatres.

The Arts Society Nottingham: AGM 2021 Chair's Report.

When I began the role of Chair in June 2019, I started by focussing on launching the 'back-to-back' lecture sessions, which was necessary to address the reduced capacity of screen 1 following Broadway's refurbishment. This enabled the society to remove our long waiting list, as well as providing more comfortable and spacious seating with an improved visual experience. Both sessions were well supported and our free coffee get togethers in the Mezzanine Bar was a real success, enabling members to socialise before and between lectures. Many thanks to Chris Elston and his team for organising this.

As we settled into our new routine, sadly, our season was abruptly halted with the outbreak of the pandemic in March 2020. We were unable to complete our intended programme of live lectures, study days and visits for the remainder of the season. After careful consideration, many "technical" discussions and the support of TAS National office, the committee agreed to deliver our programme online through Zoom. The lecture series for 20/21 has continued and we are proud that we have been able to deliver the usual high standard to our members. It is regretful that some of you may not have the technology to watch these and we can only apologise. Our healthy finances enabled the society to waive the membership fee for this year thus retaining over 500 members who we hope will continue to support us for next season. Our system of electronic communication and payment is now well established and we hope to continue and improve this in future.

I must thank the committee for their enduring support, in what has been a very difficult 18 months. They have all given so much of their time and energy to provide you with a first-class programme of lectures, study days and courses. A special thank you to Adrian, who has held roles including treasurer, website and mail chimp manager and most important of all has enabled us to use Zoom in a professional manner. Many thanks to Margaret and Chris, who last season took on the role of secretary and membership secretary respectively. Also, to Rita and Lynne our new programme secretaries and Ann and Monica who have all had to deal with unravelling past bookings, cancellations and planning future programmes without the helpful annual London trip to attend the Directory Day. In addition, they have all given time and attended online courses to acquire skills to deliver the programme.

Unfortunately, our Young Arts and Heritage Volunteers work has suffered from the lockdown restrictions, preventing Lynette and Beth in progressing their projects. Please do read their excellent reports which summarise their work to date. My sincere thanks to them both for all their hard work in attending online courses and keeping in touch with the national team.

Over the past two seasons there have been a few changes to the committee. Irene our longstanding programme secretary retired in 2019 and Lynne and Rita now share this job. We still need an outings secretary, although this hasn't been a problem this year. Adrian, our longstanding treasurer, who has effortlessly carried us through this crisis, has decided to step down from the committee and we will be sorry to lose his depth of experience and expertise. We welcome Steve Dance who will take over the role of Treasurer in July. Margaret will also take on an extra role as website manager.

Many of our committee members have been serving us for several years, so looking forward we would welcome new blood with fresh ideas and volunteers from our membership. This is really stimulating and rewarding work. We all support each other and contribute to bringing the arts – in its widest forms – for everyone to enjoy.

Finally, a very big thank you to all of our members who have supported us through these difficult times and engaged with us by way of Zoom. I sincerely hope that it won't be too long before we can return to Broadway and meet face to face (masks on!) once again.

Ilana Dance

TAS Nottingham AGM report 2021



2020-21 has been an unusual year financially. The Committee decided that there should be no subscription for the year and that we would cope with expenditure from reserves. During the year, many more of us have become familiar with electronic communication and paying bills over the internet.

Broadway has been closed and this has reduced our payments although we have had to pay The Arts Society for a Zoom licence and also pay our usual Affiliation Fee.

The coming season contains many uncertainties. Our income comes mainly from subscriptions and we do not know how many members will renew. We also do not know about costs as the Broadway may re-open with reduced capacity. Therefore, the Committee is proposing a subscription fee of £45 to cover potentially reduced membership and unknown costs. Most Arts Societies have charged a subscription during the last year and benefitted from that income. We have had a consequential reduction in reserves.

We are arranging to obtain a Zoom licence from The Arts Society centrally for the coming year. We hope to start some physical lectures in the Broadway but it may be that, initially, we will also broadcast these on Zoom.

The financial condition of the Society remains healthy, although the reserves are reduced.

We have made no grants to Nottingham Trent University for Young Arts this year as the situation at the University was understandably chaotic. Similarly, Heritage Volunteers have incurred no costs as their work was suspended.

We have had some income from guests attending lectures but this was less than usual.

The Society Sustainability Reserve stands at £29,495.84 and is invested in the Skipton BS. We also have some money deposited in the Patricia Fay Fund (£7,000), the interest on which is used by The Arts Society centrally for grants.

The Society accountants, Rogers Spencer, have prepared the final accounts which are attached. It is my last year as Treasurer and I will stand down in July to allow the new Treasurer to take over.

Adrian Manhire

Treasurer
1st June 2021

THE ARTS SOCIETY NOTTINGHAM

INCOME & EXPENDITURE ACCOUNT

Year to 30th June 2022

	<u>2021-22</u>		<u>2020-21</u>	
<u>INCOME</u>				
	£	£	£	£
Members Subscriptions		19256.00		224.00
Member's Guests		322.00		210.00
Study Days	1334.00		0.00	
Less Expenses	<u>2431.40</u>	-1097.40	<u>0.00</u>	0.00
Courses	5724.00		0.00	
Less Expenses	<u>6984.94</u>	-1260.94	<u>0.00</u>	0.00
Outings	1690.50		0.00	
Less Expenses	<u>1845.00</u>	-154.50	<u>0.00</u>	
Bank Interest		14.75		0.00
Other		285.00		0.00
Other (YA Grant)		0.00		0.00
		<u>17364.91</u>		<u>434.00</u>

EXPENDITURE

	£	£
Hire of Rooms	5346.00	0.00
Lecture Fees, Expenses & Catering	7146.60	2115.00
Administration expenses	1116.94	2039.00
The Arts Society Affiliation Fee	7365.24	6929.00
TAS : Insurance	0.00	0.00
Travelling expenses	28.80	0.00
Fares pool	0.00	0.00
Independent examiners fee	540.00	0.00
Young Arts /Heritage volunteers	1250.00	0.00
Other	643.24	115.00
	<u>23436.82</u>	<u>11198.00</u>

SURPLUS FOR YEAR

<u>-6071.91</u>	<u>-10764.00</u>
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Balances

	<u>2021-22</u>	<u>2020-21</u>
	£	£
Skipton Building Soc.	29510.59	29495.84
NatWest No 1	3939.11	6217.52
Patricia Fay MF Loan	7000.00	7000.00
Petty Cash / No 2 Account	0.00	0.00
	<u>40449.70</u>	<u>42713.36</u>

ACCOUNTING POLICIES

Accounts are prepared under the historical cost convention.

The Society retains a sustainable reserve equivalent to one year's Subscription income in order to protect the sustainability of the Society and provide capacity for unforeseen difficulties.

In order to support the Arts Society Charity, surplus funds have been transferred to a Charitable Fund Account and the money is lent on an interest free basis to the Patricia May Fund.

Members subscriptions entitle them to attend 9 lectures. The accounting year end has previously been to 31st March, but this effectively split the season part way through. This year, the accounting year end has been moved to 30th June, to coincide with the end of the season. For this year therefore the accounts cover a 15 month period.

THE ARTS SOCIETY NOTTINGHAM

BALANCE SHEET

31st March 2020

	<u>2021</u>	<u>2020</u>
NET CURRENT ASSETS		
<u>Assets</u>		
Loan to Patricia Fay Memorial Fund	7,000.00	7,000.00
Skipton Building Society Account	29,495.84	29,422.49
NatWest Bank Account	6,217.52	21,360.28
Debtors	-	120.00
Prepayments	5,816.28	5,866.45
	<u>48,529.64</u>	<u>63,769.22</u>
<u>Less Liabilities</u>		
Subscriptions in Advance	-	7,166.00
Sundry Creditors	3,761.41	7,334.00
	<u>3,761.41</u>	<u>14,500.00</u>
	<u>44,768.23</u>	<u>49,269.22</u>
RESERVES		
<u>Designated Reserves</u>		
Sustainability Reserve	29,422.49	29,422.49
Charitable Fund	7,000.00	7,000.00
	<u>36,422.49</u>	<u>36,422.49</u>
<u>Accumulated Income Account</u>		
Balance Brought Forward	12,846.73	14,404.91
Surplus from Inc. & Exp. A/c	(4,500.99)	3,938.31
Transfers to Designated Reserves	-	(5,496.49)
	<u>8,345.74</u>	<u>12,846.73</u>
	<u>44,768.23</u>	<u>49,269.22</u>

Adrian Manhire
Hon. Treasurer

Signed *A.R. Manhire*
27/4/21

**INDEPENDENT EXAMINERS REPORT TO THE MEMBERS OF
THE ARTS SOCIETY NOTTINGHAM**

Basis of Independent Examiners Statement

An examination includes a review of the accounting records kept by the Society and a comparison of the accounts presented with those records. It also includes consideration for unusual items or disclosures in the accounts and seeking explanations from you.

Independent Examiners Statement

In connection with our examination no matter has come to our attention which gives us reasonable cause to believe that in any material respect the requirement

- ~ to keep accounting records and
 - ~ to prepare accounts which agree with the records
- have not been met.

Nottingham

27 April 2021

Rogers Spencer

Rogers Spencer
Chartered Certified Accountants

Changes to Constitution

Dear Members

We are proposing to make five changes to our constitution.

1. To remove the provision in Clause 4 which allows for the appointment by the Committee of up to ten Honorary Members. These members are not liable to pay a subscription and not entitled to vote. This provision has not been used in the past and its removal will ensure that all members are treated equally.
2. To amend the rules in Clause 9 relating to general meetings to allow these to be held by electronic means when a physical meeting is not possible and for polls to be used in place of a show of hands as the latter would be difficult to manage and count via Zoom. The Committee does not intend that AGMs or other general meetings will be held by Zoom in normal circumstances, but the events of the last year have made clear that we need to have these arrangements in place if we are to meet our duties to report to Members.
3. To amend Clause 7 to allow, as is now general practice, for payments from Members to the Society to be made by bank transfer or other electronic means instead of by cheque. The option of a cheque is still available but is intended to be phased out over time.
4. To change the financial year so that it ends on 30th June each year and corresponds to the programme year. It is intended that the AGM will be held after the first meeting of the new season in the following October.
5. To replace the term "Chairman" by the gender neutral "Chair".

The full wording of both the existing constitution and the proposed constitution can be seen on the website of The Arts Society Nottingham. Any member unable to access these, and who would like printed copies, can contact the Secretary on 0115 9507532 or margaret.morris332@gmail.com.



Other Reports for information

Not on the Agenda

Young Arts 2019/20 and 2020/21

Following the positive experience of offering a £500 bursary to a Nottingham Trent University Decorative Arts graduate in 2018/19, two bursaries of £500 each were provided to selected students on the final year of the Decorative Arts degree at NTU in 2019/20 to assist them with the material costs of their final year project. The aim of the bursaries is to provide tangible support to students who are planning careers in a range of arts related roles. The bursary students were Ally Powell, a ceramicist developing lighting pieces for her final project and Alice Peake who was creating a range of heritage style textiles and furnishing accessories. Due to the COVID 19 pandemic and its disruption to degree courses particularly during periods of lockdown, there has been no feedback on the progress of these students and the annual exhibition of the Decorative Arts degree final projects could not take place in summer 2020. Unfortunately, due to the continuing impact of the pandemic, it was not possible to offer bursaries to students in 2020/21 and during the past twelve months there have been changes in staffing and in NTU's Arts Faculty's degree provision so the present situation is one of uncertainty. It is hoped that it will be possible to re-establish the bursaries when more normal circumstances return.

In the meantime, it has been encouraging that Lucy Bentley, our 2018/19 Bursary student has established a luxury décor business and that her 'Hex and Henbane' wallpapers have been featured in several articles including the Sunday Times in February this year. It is appreciated that Lucy mentions the support and funding received from the Arts Society.

Lynette Harris

TASN Heritage Volunteering 2021

Sadly, like everything, all Heritage Volunteering came to a grinding halt in March 2020...

Before lockdown our local projects included:-

- Book Conservation at Bromley House Library
- Cataloguing and conservation of the archives at Bromley House Library
- Sewing project for Nottingham City Council
- Cataloguing the archives at City Arts

Over lockdown The Central Arts Society did advertise a few projects, which could be achieved from the security of one's own home. These were:-

- Book Trouser Project
- Project for The Royal Philatelic Society London

Further details of these may be found on the TASN website.

We are still waiting to resume our previous local volunteering projects. Unfortunately, some may not resume, certainly not in their earlier format.

The Bromley House Library will open soon to a limited volunteering group, initially a maximum of 2 people.

One of the beauties of group volunteering is not only mending/cleaning/recording artefacts and the satisfaction from this, but also the companionship of meeting in small groups. This will hopefully return at some point in the future.

Beth Hall